

INVITATION FOR BIDS
FREDERICK COUNTY BID NO. 13-034-CP
RESTROOM RENOVATIONS AT SCOTT KEY CENTER

Notice is hereby given that The Board of County Commissioners of Frederick County, Maryland will receive Sealed Bids from qualified General Contractors in the Department of Procurement and Contracting, Winchester Hall, 12 East Church Street, Frederick, Maryland, 21701 for the Restroom Renovations at the Scott Key Center until 3:00 p.m. (local time) on March 28, 2013, at which time, bids will be opened and publicly read aloud. Bids received after that time and date will not be accepted and will be returned unopened.

Description of the Work:

Complete renovation of the two main restrooms at the Scott Key Center, located at 1050 Rocky Springs Road, Frederick, MD.

1. Presentation of Bids:

Presentation of bids shall be in strict accordance with the Instructions to Bidders included in the project Specifications (Section 00100). Bids shall be enclosed in a sealed envelope, addressed to Frederick County and identified as Bid Number 13-034-CP in one envelope which includes:

- Bid Proposal (Bid Forms Section 00200)
- Bid Security
- Bidder Certification of Work Capacity
- Affidavit of Qualification to Bid
- Certificate of Compliance with Regulation 1-2-36
- Non-collusion Affidavit of Bidder and Certification
- List of Subcontractors

The Bidder's Name and address should be clearly marked on the outside of the envelope.

2. Obtaining or Inspecting Contract Documents:

There is no charge for the bid documents. Downloading the Contract Documents will permit the bidder to take Contract Documents to the "print shop" of their choice for printing. Depending on the type/speed of your internet connection, and the size of the file(s), this download could take 20 to 30 minutes or more.

Bid documents may be obtained as follows:

- If you are already a registered vendor on the Frederick County Procurement and Contracting website, go to Procurement and Contracting Construction Page at: <http://www.frederickcountymd.gov/index.aspx?nid=1116> and download a copy of the bid.
- If you are not yet a registered vendor on the Frederick County Procurement and Contracting website, go to the vendor registration page at <https://ww3.frederickcountymd.gov/VendorSignIn/> and follow the instructions to register.
- When you have completed the registration, go to the Procurement and Contracting

Construction Page identified above to download a copy of the bid.

NOTICE: CONTRACTORS AND SUBCONTRACTORS, THAT DO NOT REGISTER, WILL NOT RECEIVE NOTIFICATION OF ADDENDA; THEREFORE THE COUNTY ASSUMES NO RESPONSIBILITY FOR THE FAILURE OF NON-REGISTERED ENTITIES TO RECEIVE ADDENDUMS.

Bid Documents may be reviewed at the following locations:

Associated Builders & Contractors
Attn: Darlene Chaney
530 North Locust Street
Hagerstown, MD 21740
Ph # 301-739-1190
Fax # 301-739-1026
Email: abccvc@myactv.net
docprocessing@reedbusiness.com

Reed Construction Data
Attn: Production
30 Technology Parkway South, Suite 500
Norcross, GA 30092
Ph # 770-209-3323
Fax # 770-209-3328
Email:

McGraw Hill Construction Co/
Dodge Reports
Attn: Maryann Duke
8501 La Salle Rd., Suite 204
Towson, MD 21286
Ph # 770-775-6075
Fax # 410-821-0090
Email: mary_ann_duke@mcgraw-hill.com

Mid Atlantic Bx
(Formerly Harrisburg Builders Exchange)
Attn: Trisha Byrd
2501 North Front Street
Harrisburg, PA 17110-1189
Ph # 717-234-3255
Fax # 717-234-3316
Email: trisha@midatlanticbx.com

EGI (Engineering Graphics Inc.)
Attn: Mike Bratburd
5103-B Pegasus Court
Frederick, MD 21704
Ph# 301-668-8944
Fax# 301-668-8946
Email: Frederick@egicopycenter.com

3. Bid Security and Guarantee:

The Contractor shall submit bid security in the form of Bid Bonds, Certified Checks, or Cashier's Checks in the amount of Five Percent (5%) of the Bidder's maximum total project bid price. Security shall be made payable to the Frederick County Board of County Commissioners. Bid Bonds shall be issued by a surety company licensed to conduct business in the State of Maryland and shall be written on the EJCDC C-430 Bid Bond (2002 Edition).

Bid Security and Guarantee shall meet all requirements of Instructions to Bidders Article 8 (EJCDC C-200, 2002 Edition). Such bid security shall be submitted with the understanding that it shall guarantee that the bidder will not withdraw its bid for a period of One Hundred Twenty (120) days after the closing time for receipt of bids; that if its bid is

accepted the Bidder will enter into a formal contract with the Owner and that the required Insurance and Performance and Payment Bonds will be promptly obtained and submitted to the Owner. In the event Bidder withdraws its bid within this period or fails to enter into a contract and/or give the required submittals within the time designated to submit same, the Bidder shall be liable to the Owner for the full amount of the bid security representing the damage to the Owner on account of the Bidder.

The bid security of unsuccessful Bidders may be returned in accordance with the requirements of Instructions to Bidders Article 8 (EJCDC C-200, 2002 Edition).

4. Performance Bond and Payment Bond:

The successful Bidder shall furnish performance and payment bonds covering the faithful performance of the Contract and payment of all obligations there under, in the amount of One Hundred Percent (100%) of the total Contract Sum. Each Bond shall be issued by a Surety Company licensed to conduct business in the State of Maryland and shall be delivered to the Frederick County Purchasing Department within fifteen (15) days after Notice of Award of the Contract. The bonds shall be written on EJCDC C-610 – Performance Bond (2002 Edition) and EJCDC C-615 – Payment Bond (2002 Edition).

5. Minority Business Enterprises:

Frederick County does not have a specific goal for Minority Business Enterprises participation for this project.

6. Prevailing Wage Law is not applicable to this project:

7. Time of Completion and Liquidated Damages:

The Contractor shall commence the Work under this Contract based on the Construction Start Date identified in the Notice to Proceed, prosecute all said Work, and complete the Work, within forty five (45) calendar-days.

In case of failure on the part of the Contractor to complete the Work within the time fixed in the Contract or any extensions thereof, the Contractor shall pay the Owners, as fixed and agreed upon liquidated damages, the sum of \$500 (Five Hundred Dollars) per calendar day to Frederick County for each calendar day in excess of the Contract Time stated above or as otherwise modified and agreed to by the Owner and Contractor.

8. **Mandatory Pre-Bid Conference and Site Visit:**

A Pre-Bid Conference has been scheduled for March 5, 2013 at 7:30 AM in the large conference room located at Scott Key Center, Frederick Maryland 21701. Attendance is mandatory at the conference. A mandatory site visit will be conducted following the Pre-Bid Conference. Contractors that do not attend the conference or the site visit will not be eligible for award of a contract.

The project will be reviewed and questions pertaining to the plans, specifications, and bidding procedures will be addressed. Subsequent visits to the facilities can be requested from Don Plunkard at 301-600-6695.

9. Award or Rejection of Bids:

A bidder may be required to submit evidence that he has appropriate experience, and financial resources available to undertake and perform the Contract properly and expeditiously, and any other information that may be required to indicate his ability to fulfill the Contract. **This may include, but not be limited to, submission of at least three similar projects performed within the last three years** (including the name of the Owner and the name and telephone number of an authorized representative of the Owner familiar with the project). It is the intent of the Owners to award the construction contract to the lowest responsive and responsible Bidder, for the Bid Schedule selected by the County, complying with all the provisions of the Instructions to Bidders, provided the bid price is reasonable and it is to the interest of the Owner to accept it. The Board of County Commissioners of Frederick County, Maryland reserves the right to cancel the project, at no penalty, up to the issuance of the "Notice to Proceed". The Board of County Commissioners of Frederick County, Maryland or its authorized agent(s) reserve the right to reject any or all bids and to waive any informality or deficiency in bids received, whenever such rejection or waiver is in the best interest of the County. The Board of County Commissioners of Frederick County, Maryland also reserves the right to reject the bid of a Bidder who has previously failed to perform properly or to complete, on time, contracts of a similar nature, or the bid of a Bidder, who after investigation, is not in a position to perform the Contract.

10. Bid Protest:

The County's Bid Protest Procedure may be accessed at:

<http://www.frederickcountymd.gov/index.asp?nid=1116>

Frederick County Government does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services.

Individuals requiring special accommodations are requested to contact Procurement and Contracting at (301) 600-1067 (Voice), or (301) 600-1672 (Voice/TDD) to make arrangements no later than ten (10) working days prior to the meeting.

11. Questions:

All communications relative to the bid for this Work shall be directed to Bruce Johnson (301-600-6706), Project Manager IV prior to the opening of Bids. All questions relating to interpretation of the Contract Documents or requests for clarification must be submitted in writing. E-mail: bjohnson@frederickcountymd.gov

BY AUTHORITY OF:

The Board of County Commissioners of Frederick County, MD
Diane George, Director of Procurement and Contracting